



Community Action Partnership of Sonoma County

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Board of Directors Meeting

Tuesday, January 28<sup>th</sup>, 2020

6:00-6:43pm

***Participants agree to honor the group by demonstrating: Confidentiality, Active Listening, Respect, Honesty, Humility, Seeking to Understand, Not Taking Things Personally, and Caring about CAP. Please Use "I" statements, Everyone Has Their Own Truths, and Be Open to Fun.***

***Our meeting will be more effective if you: Do Not Interrupt, Raise Your Hand to Speak, Turn Off Your Cell Phone, and Avoid Side Conversations.***

**Board Members:** Johnny Nolen (Chair), Jamie Padilla, Shaun Moran. Denise Ragazzino, Joey Hejnowicz, Todd Sheffield, Jeremy Johnson, Tim Sergent, Ali Spitzer, Betzy Chavez, and Susy Valle

**Board Members Present:** Johnny Nolen (Chair), Jamie Padilla, Shaun Moran (Phoned In). Denise Ragazzino, Todd Sheffield, Jeremy Johnson, Tim Sergent, Ali Spitzer, Betzy Chavez, and Susy Valle

**Not Present:** Joey Hejnowicz (Excused),

**Guests:** James Sansone

**Quorum Present:** Yes

**Staff:** Elizabeth Price, Susan Cooper, Marta Tilling, Mary Watts, Vince Harper, and Marcus Clarke

**Minutes taken by** Elizabeth Price

1.0 **Call to Order:** 6:00pm

2.0 **Roll Call**

3.0 **Community Action Partnership Statements:**

3.1 **Mission Statement:** Community Action Partnership of Sonoma County creates pathways for economic security that lasts from one generation to the next. ***Read by Johnny Nolen.***

3.2 **Vision Statement:** Community Action Partnership of Sonoma County strives to eliminate poverty and invests in families through partnerships, advocacy and high-impact programs. ***Read by Ali Spitzer.***

3.3 **Promise Statement:** Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community and we are dedicated to helping people help themselves and each other. ***Read by Jamie Padilla.***

4.0 **Consent Agenda**

4.1 Review and approve December 16<sup>th</sup>, 2019 minutes.

4.2 Review and make any adjustments to the agenda.

4.3 Approval of September/October Financials: See Packet for Finances.

***Jamie Padilla motions to approve, Todd Sheffield seconds. No oppositions and none abstain.***

5.0 **Public Comments, Introductions, Announcements**

5.1 Digital Resolution for Head Start Non-Federal Share will be sent tomorrow, please keep your eyes out for it.

5.2 **HR Salary Update:** Elizabeth Briefed the board on Mike McDonalds update on the concern about salaried staff and the local, Santa Rosa raise in minimum wage. According to CA state wage table, salaried employees are to follow state wage table, instead of local jurisdiction minimum wage raises.

5.3 **Introductions: Haejin Han, Policy Council Liaison & James Sansone, Potential Board Member:**

5.3.1 Round table introductions to our guests at this meeting, James Sansone and Haejin Han. James has an interest in joining our board, so we invited him to join our meeting this month, and will be discussing his applications in February's Governance Committee.

5.3.2 Haejin Han comes to us from Head Start Policy Council as their board Liaison. She was elected back in December. Her attendance and position as Board Liaison will be discussed at February Governance committee also.

5.4 **Johnny's Puerto Rico Report:** Johnny reported back about his time in San Juan, Puerto Rico for the Management and Leadership Training Conference with Susan, Kathy, and Wade. It was a beautiful island, and the conference provided. He learned a lot, ranging from how to rearrange agenda structures, to fundraising. Over the next coming months, he will be sharing with the board.

5.5 **Public Comment:** SEIU, our Head Start Staff Union, came into our meeting and discussed the difficulties and issues that are coming out of the minimum wage increase in Sonoma County. The Shop Stewards too the lead and discussed the need for a living wage. The discussion around this display will be take place at February's Board Meeting

## 6.0 New Business:

- 6.1 **Approval of Grant Submissions:** The grant approvals that were discussed did not go into the consent agenda, because for the items above to qualify, they must be discussed in Program Committee. Each of the grant submissions below were discussed and voted on as a whole:
- 6.1.1 Campbell Foundation for Disaster Relief Fund.
  - 6.1.2 Community Foundation of Sonoma County for Harold's Home.
  - 6.1.3 The Center at Sierra Health Foundation for Community Engagement.
  - 6.1.4 Community Foundation of Sonoma County for Via Esperanza.
- Johnny Nolen motions to approve, Jamie Padilla Seconds. No oppositions and none abstain.***
- 6.2 **Resolution for Check Signers:** 2020 Update to whom is allowed to sign/authorize checks for the agency. Resolution describes to add Michael McDonald: Human Resources Manager, Elizabeth Price: Executive Assistant, and Jamie Padilla: Board Secretary; along with removing Rachel Clein-Cunningham and Arlie Haig  
***Todd Sheffield motions to approve, Ali Spitzer seconds. No oppositions and none abstain.***
- 6.3 **Vote on Approval of Todd Sheffield for a second term on the Board of Directors, Private Sector Representative:**  
Anonymous Ballots were passed around the table, filled out, and submitted to the Board Clerk.
- 6.4 **Vote on Approval of Jeremy Johnson for a second term on the Board of Directors, Private Sector Representative:**  
Anonymous ballots were passed around the table, filled out, and submitted to the Board Clerk.

## 7.0 Board Comments

## 8.0 Informational Items

## 9.0 ADJOURNMENT: 6:43 PM

## 10.0 MEETING DATES

Governance: Tuesday, February 4<sup>th</sup> @ 5:30pm

Finance/HR: February 24<sup>th</sup> @5:30pm

Full Board: February 25<sup>th</sup> @6:00pm

Short Board with Program and Development: March 24<sup>th</sup> @ 6:00pm

## GUIDELINES FOR PUBLIC APPEARANCES

Members of the public wishing to speak to the Board on items not on the agenda may do so under Public Comments. The Board does not take action on those items presented under Public Comments during this meeting. You may request a response, and one will be forwarded to you.

The President will also invite comment for agenda items as they are taken up by the Board.

If you wish to speak, you may do so upon receiving recognition by the President. Comments are limited to three minutes. Time limitations on public testimony may be extended at the discretion of the Board of Directors.

Materials related to an item on this Agenda submitted to Community Action Partnership at the time of or after distribution of the agenda packet are available for public inspection in the agency's office at 141 Stony Cir, Ste 210, Santa Rosa during normal business hours.

**\*All items on the consent calendar are approved by one motion. Any Board member may request any item on the consent calendar to be pulled for separate discussion and action.**